

FACILITIES PLANNING AND IMPLEMENTATION

Tuesday, February 3, 2004 – 5:00 p.m.
County Courthouse, 4th Floor Conference Room
40 Culpeper Street, Warrenton, Virginia 20186

Present:

William G. Downey, Board of Supervisors
Richard W. Robison, Board of Supervisors
G. Robert Lee, County Administrator
Anthony I. Hooper, Acting Deputy County Administrator
Bryan Tippie, Director, Budget
Janice Bourne, Director, Finance
Diane Erway, Director, Procurement
Butch Farley, Director, General Services
Bill Gouldthorpe, General Services
Wanda Mercer, General Services

Guests:

Bill Laughlin, Moseley Architects
Charlie Ray Fox, Jr., Sheriff
David A. Flohr, Sheriff's Office

Mr. Downey called the meeting to order at 5:13 p.m.

The Agenda order was rearranged, switching #4. Specific Project Review to the second agenda items and #2. Review of the Committee's Role and Responsibilities (continued) to agenda item #4.

Minutes of January 13, 2004

The minutes were approved as published.

Specific Project Review

Courthouse:

Mr. Laughlin briefly discussed some project background pertaining to changes in the project costs. The July 2003 project budget of \$2,615,215 included a construction estimate of \$1,874,050. As the design development has preceded more detailed construction estimates are now at \$2,878,780 which includes a design contingency of \$134,249 as project details continue to be refined. This significant increase is due to an initial low estimate that excluded the costs of

new construction to extend the courtroom lobby, changing market conditions and refinements in the renovation plans.

There was a discussion of changes in the project scope in order to reduce the estimated costs. Possible changes discussed included: elimination of the new elevator and restructuring the use of one of the existing elevators, removing the proposed new Court lobby and restroom area, reviewing the funds earmarked for furniture and equipment and considering an alternate plan for the fourth floor that would utilize the existing conference room and some offices. Issues concerning ADA access to the Courtroom were also discussed. The staff and architect will discuss these possible changes and meet with the departments and officials impacted by possible revisions. They will also be considering phasing issues pertaining to the construction and possible means to reduce premium labor hours.

Adult Detention Center:

Chief Deputy David Flohr provided background regarding the project and the detention facilities utilized by the County. The project to improve security at the Adult Detention Center, built in 1967, has been bid. Two bids were received that exceed the construction portion of the budget by approximately \$800,000. The facility built to house fifty-six (56) inmates now handles seventy-five (75) to one hundred (100) inmates on weekends. It also receives much prisoner traffic as inmates are moved between the regional facility in Winchester and the courts.

There was discussion about meeting longer term jail space needs and about the expansion of the regional facility.

The local project will improve security in the booking area, expand and improve kitchen and other needed support facilities and improve security related to the transportation and reception of inmates. It will not increase the capacity of the facility.

The project will be re-bid in an attempt to attract additional bidders and the requirement to pre-qualify bidders will be deleted. It was noted that the timing of this project and the Courthouse project are similar and consideration will be given to bidding both projects together.

Bryan Tippie provided brief background information regarding the availability of construction reserve funds in the amount of 2.4 million. At the next meeting a more complete budget update will be provided.

Draft Policy for Implementing Public-Private Education Facilities and Infrastructure Act

Mr. Downey emphasized that a policy and fee schedule need to be in place BEFORE the private sector approaches the County. Ms. Bourne will brief Mr. Robison on the policy and act before the next meeting. The School Board will have a work session on the policy draft on February 23, 2004; with the Board of Supervisors possibly adopting in March or April 2004.

Next Meeting

The next meeting will be on February 17, 2004 at 10:30 a.m. in the 4th floor conference room of the County Courthouse building.

Future Agenda Items

- Public-Private Education Facilities and Infrastructure Act and Policy
- Culpeper Street Shadow Lawn Properties
- Warren Green Update

There being no further discussion, the committee adjourned at 6:45 p.m.